

Numbered Memorandum RM 08-04a - Second Request for Preservation of Documents and Electronically Stored Information for the Rille Litigation

On October 30, 2007, we issued Numbered Memorandum RM 08-04, "Preservation of Documents and Electronically Stored Information," via e-mail (see attached). The e-mail included a memo from Stephen C. Skubel, Assistant General Counsel for Litigation, requesting the preservation of all documents, including electronically stored information (ESI) that are potentially relevant to United States ex rel. Rille, et al. v Sun Microsystems, Inc.; United States ex rel. Rille, et al. v Hewlett-Packard Company; and United States ex rel. Rille, et al. v. Accenture, LLP. At the request of the General Counsel's office, we are resending the memo and ask that you ensure that your respective field sites/offices and laboratories continue to comply with this preservation request.

As previously noted, you are not required to produce any responsive documents at this time. You must however, continue to preserve them indefinitely. After you complete your search, you must provide certification of your search in writing, stating whether or not you found any responsive documents and if so, state that you are preserving them. You can provide your certification by e-mail, to Marilyn.Madarang@hq.doe.gov in the Office of the General Counsel. If you have not already provided your certification to Ms. Madarang, please do so by May 23, 2008.

If you have questions, please direct them to Ms Marilyn Madarang via e-mail or at 202-586-6488.

Thank you.

John E. Davenport, Sr., Esq.
Departmental Records Officer
Office of the Chief Information Officer
Department of Energy

Attachments:

Skubel Memo (PDF)
Additional Guidelines (Word)
Numbered Memorandum RM 08-04